



DEPARTMENTS OF THE ARMY AND AIR FORCE
Illinois Army and Air National Guard
1301 North MacArthur Boulevard, Springfield, Illinois
62702-2399

S: 1 August 2001

1 June 2001

MEMORANDUM FOR See Distribution

SUBJECT: Preparation for CY-2001 Enlisted Selection Boards

1. A number of changes have been made to our process of selection for training, assignment and promotion.
 - a. Transition to a new point system, new procedures to award performance and potential points, and implementation of a new selection board process are key changes.
 - b. These changes are being addressed through CSM channels, as they have primary responsibility for the new selection board process.
 - c. Promotion boards will award performance and potential points, rather than points being extracted from the soldiers' NCOER, the procedure previously used.
 - d. These and other changes are detailed in the procedural guide provided in enclosure 1.
2. The changes do not materially impact or change how units prepare for the upcoming boards. Units must provide accurate and timely input of soldier accomplishments, and meet deadlines for completion and submission of NGB Forms 4100-1-R-E and other administrative procedures addressed below.
3. The Illinois Army National Guard will convene Enlisted Selection Boards beginning 1 September 2001. These boards will provide input to complete the Order-of-Merit Listings (OMLs) for selecting the best-qualified soldiers for training, assignment and promotion.
4. Enclosure 2 is your unit's Personnel Eligibility Roster (PER). All soldiers E4 through E8 who will meet Time-in-Grade (TIG) and Time-in-Service (TIS) requirements for promotion as of 1 October 2001 should be listed. The final OMLs will be published after 1 October 2001.
5. Soldiers who have suspension of favorable personnel actions (flagged) are included on the PER, as many such actions may be in the process of being removed. On the date of the board, soldiers who remain flagged will not be given credit for points accrued at that time. They will be integrated into the board process when the flagging action is removed.
6. All eligible soldiers will be considered, unless they decline or if the commander chooses not to recommend their consideration by a board. Soldiers who decline or are not recommended are ineligible for NCOES enrollment and promotion considerations until the next board for that grade convenes.

DMAIL-PR-ZA

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7. The following actions must be completed no later than 1 August 2001:

a. Unit personnel will verify that all soldiers listed on the PER are assigned or attached to the unit. Those NOT assigned or attached will be lined off the list and noted accordingly. Soldiers assigned or attached and not listed must be added.

b. The unit commander or his/her designated representative must review the PER and NGB 4100-1-R-E with each soldier listed to ensure accuracy of administrative data and points. During this review soldiers must make declinations regarding travel distance or assignment location, as so desired. Also during this review procedure, unit commanders will address those soldiers they do NOT recommend for board consideration. Soldiers not recommended must be counseled utilizing a DA Form 4856.

c. A copy of the annotated PER with copies of any completed DA Form 4856 must be returned to this headquarters, ATTN: DMAIL-PRS, by the above suspense.

d. Administrative updates for completion of APFT, weapons qualification, self-developement, or military education should continue using the web site located within the State Intranet at <http://dpi.il.ng.army.mil>

e. A number of the soldiers listed on the PER may require civilian education updates, especially this time of the year. A current transcript must be submitted to the Education Branch for the civilian education to be updated.

f. This headquarters will continue to update each soldier's awards using DA Form 638 or orders contained in the soldiers' MPRJs.

8. Please address your questions on this subject to MSG Grider at (217) 761-3713 or e-mail edward.grider@il.ngb.army.mil, or SGM Baker at (217) 761-3559 or e-mail rodney.baker@il.ngb.army.mil. Use of e-mail is the preferred method to address questions.

FOR THE ADJUTANT GENERAL:

Encls
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Original Signed
TERRY L. DOWNEN
Colonel, GS, IL ARNG
Military Personnel Officer

DISTRIBUTION:
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CF:
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